

2016-2017 Learning Centers Program Review

Program Name:
Program Contact:
Academic Year:
Status:
Updated on:

NOTE: Program Review authors are strongly urged to share a draft of the program review with their Dean at least one week prior to submission. The Dean's perspective and input on the program review content is vital to it being as strong, accurate and persuasive as possible.

1. Description of Center

Provide a brief description of the center and how it supports the college's College Mission and Diversity Statements, Strategic Goals, 2013/14-2015 and other Institutional Program Planning as appropriate. What is the center's vision for sustaining and improving student learning and success over the next three years?

2. Student Learning and Center Data

A. Discuss Student Learning Outcomes Assessment

Reflect on recent SLO assessment results for the center. Identify trends and discuss areas in need of improvement. Specify how SLO assessment informs center development and changes to the center.

B. Center Usage Indicators

1. Review center usage and discuss any differences in student success indicators across demographic variables. Refer to Planning, Research and Institutional Effectiveness (PRIE) reports, SARS records, and other data sources as appropriate.

2. Discuss any differences in student usage of center across modes of delivery (on-campus versus distance education). Refer to Delivery Mode Course Comparison.

C. Center Efficiency Indicators. Is the center efficient in meeting student needs?

Discuss center efficiency, including staffing, hours of operation, tutorial and other services, space utilization, equipment, or technology as appropriate.

3. Additional Factors

Discuss additional factors as applicable that impact the center, including changes in student populations, state-wide initiatives, transfer requirements, advisory committee recommendations, legal mandates, workforce development and employment opportunities, community needs. See Institutional Research as needed.

4. Planning

A. Results of Center Plans and Actions

Describe results, including measurable outcomes, from plans and actions in recent program reviews.

B. Future Center Plans and Actions

Prioritize the plans to be carried out to sustain and improve student success. Briefly describe each plan and how it supports the [CSM Strategic Goals 2013/14 to 2015/16](#). For each plan, list actions and measurable outcomes. Plans may extend beyond a single year. Describe the professional activities and institutional collaborations that would be most effective in carrying out the center's vision to improve student learning and success.

5. Program Maintenance

A. Course Outline Updates

Review the [course outline update record](#). List the courses that will be updated in the next academic year. For each course that will be updated, provide a faculty contact and the planned submission month. See the [Committee on Instruction website](#) for [course submission instructions](#). Contact your division's [COI representatives](#) if you have questions about submission deadlines.

Career and Technical Education courses must be updated every two years.

Courses to be updated	Faculty contact	Submission month
None		

B. Website Review

Review the center's website(s) annually and update as needed.

Faculty contact(s)	Date of next review/update
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C. SLO Assessment Contacts

Faculty contact(s)	Date of next review/update
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6. Dominant themes summary for IPC

Briefly summarize the dominant, most important themes or trends contained in this program review, for division deans to collect and forward to the Institutional Planning Committee. What are the key program issues that matter most? (Brief paragraph or bullet points acceptable).